

TANKER SHIP BERTH OPERATIONS PROCEDURE

Table of Contents

1	Purpose	3
2	Roles, Duties and Responsibilities	3
3	Definitions.....	4
4	Introduction and Permitted Vessel.....	6
5	Training	6
6	Hazardous Area and Equipment Protection Levels	6
	6.1 General.....	6
	6.2 Power Outlets	7
7	Personal Protective Equipment, Safety Equipment, Radios, Oil Spill Response Equipment, Firefighting Equipment, and Other Equipment.....	8
	7.1 Radios.....	8
	7.2 Oil Spill Response Equipment.....	8
	7.2.1 Bunding Provided by ATOM (BP) and GE Group (TEO).....	8
	7.2.2 Oil Spill Response Equipment by MWPA	9
	7.3 Firefighting Equipment and ESO PPE	9
	7.3.1 Firefighting Equipment and PPE Provided by MWPA/ESO	9
	7.3.2 FFE provided by ATOM (BP)	10
	7.3.3 FFE provided by GE Group (TEO).....	10
	7.4 Fuel Spill Distribution Board Key	10
8	Fitness for Duty	10
9	Berth Security and Access	10
10	Emergency Situations	11
11	Desktop Exercises and Procedure Review	11
12	Associated Documents	11
13	Records	12
14	References.....	12
15	Declaration.....	12
16	Monitoring, Evaluation and Review	13
17	Administration.....	13
	Attachment 1 – Organisational Responsibility for Function Roles.....	20
	Attachment 2 – Minimum Signage Requirements.....	21
	Attachment 3 – Roles, Duties and Responsibilities.....	23
	Attachment 4 – Berth Security and Access.....	28
	Attachment 5 – Emergency Situations	30

Attachment 6 – Recommended Additional Competencies	36
Attachment 7 – Hazardous Area Classification Drawings	37
Attachment 8 – Electrical Switching	38
Attachment 9 - Power Point Outlet Berth 5	40
Attachment 10 - Berth 5 Fuel Discharge Site Plans	42
Attachment 11 - Fuel Hose Bunding (Atom – BP)	51

1 Purpose

The purpose of this Tanker Ship Berth Operations Procedure is to set out the minimum standard principles and protocols that are to apply when Tanker Ships are at the Fuel Berth at the Geraldton Port. The Procedure is to apply without distinction to operations that involve ULP, diesel or other oil cargoes.

The Tanker Ship Berth Operations are delivered by a number of parties working together. This Procedure is to apply to all the responsible organisations (and their agents, contractors and representatives) whether referenced in this document or not.

The Tanker Ship Berth Operations Procedure does not eliminate the need to comply with all relevant items such as those listed below, or any other routine requirements that occur or may arise for Tanker Ship Berth Operations.

- Compliance with laws, regulations and standards.
- Compliance with Mid West Ports Authority (**MWPA**) Document Terms and Conditions of the Tanker Berth Application.
- Compliance with other relevant MWPA procedures.
- Job Safety and Environmental Analysis (JSEAs).
- MWPA Permits to Work (refer Permit to Work Procedure and [MWPA Permit to Work System](#) (when relevant)).
- Traffic Management Plans (refer to Traffic Management – Gillam Road) when relevant.
- Task specific Safe Work Instructions and Safe Work Procedures.
- Toolbox meetings at pre-start and at shift change.

2 Roles, Duties and Responsibilities

The Roles, Duties and Responsibilities are provided in Attachment 3; this provides an outline of the key tasks, duties and responsibilities that are required of each of the Functional Roles. The minimum number of on duty personnel that are required to be provided for each Functional Role are also listed in Attachments 1 and 3.

When several crew members are assigned to a Functional Role, the responsible organisation must make sure that one of the team is assigned the leadership responsibility and that other organisations and participants are clearly aware of the lines of delegated authority within the crew.

All parties are also required to adhere to the specific responsibility that are listed under Section 10 Emergency Situations and Attachment 5.

3 Definitions

Atom	Australian Terminal Operations Management Pty Ltd as agent of BP
BA	Breathing Apparatus
Berth Operator	Berth Operator shall have the meaning and responsibility given in AS 3846-2005. The Handling and transport of dangerous cargoes in Port areas and Dangerous Goods Safety (Storage and Handling of Non-Explosives) Regulations 2007. During Tanker Ship Berth Operations, the Berth Operator is ATOM (BP).
Berth Operators Fuel Test Room	Refer to Annexure Diagram 1 for the location
Berth Owner	Mid West Ports Authority
BP	BP Australia Pty Ltd
DFES	Department of Fire and Emergency Services
Exclusion Zone	The entire area bounded by fencing that is depicted in Annexure Diagram 1. This generally has the same meaning as Restricted Area that is defined in AS 3846-2005.
ESO	Emergency Service Officer
Escape Hood	Air Purifying escape unit
FFE	Firefighting Equipment
Fuel Berth	Berth 6 within the Geraldton Port
Fuel Farm	The fuel storage facilities located at the end of the MWPA fuel pipelines and off MWPA property to the south of Marine Terrace.
Fuel Line Filter	Has the same meaning as Wharf Attendant (WA)
Fuel Spill Electrical Distribution Board	Refer to Annexed Diagram 1 and Annexure 8 – Electrical Switching
G10	Diesel
GPO	General Power Outlet
Hazardous Area	Has the same meaning as defined in AS60079:2019, ‘being an area in which an explosive atmosphere is present or may be present in quantities such as to require special precautions for the construction, installation and use of equipment’.
ISC	International Shore Fire Connection as defined in ISGOTT
Intrinsically Safe	Has the meaning of applicable Equipment Protection Level defined in AS60079
ISGOTT	International Safety Guide for Oil Tankers and Terminals
IMTL	Incident Management Team Leader (as defined in Table 5 of the MWPA ‘Emergency Response Plan Overview’)
MGO	Marine Gas Oil (Diesel)
MOB	Man Overboard

MSIC	Maritime Security Identification Card as set out in the <i>Maritime Transport and Offshore Facilities Security Regulations 2003</i> (MTOFSR).
MWPA	Mid West Ports Authority
NATA	National Association of Testing Authorities (Australia)
OSRE	Oil Spill Response Equipment
PFD	Personal Floatation Device
PGM	Personal Gas Monitor
PPE	Personal Protective Equipment
Pipeline Operator	BP
PSO	MWPA Port Security Officer
Restricted Area	Has the same meaning as defined in AS 3846-2005, being ‘an area to which access is limited to specific or authorised persons, usually under specified conditions’.
Riser Connection Point	Refer annexed Diagram 1 – Site Plan
SA (Ship’s Agent)	The Principal Agent as defined in the MWPA document Terms and Conditions of the Tanker Berth Application.
Safe Area	Has the same meaning as defined in AS 3846-2005, being “ <i>an area in which all necessary precautions are taken to ensure that there can be no ingress of flammable or toxic gas or vapour. Such an area may comprise one of the following</i> <ul style="list-style-type: none"> a) <i>An enclosed space on a ship, designated a safe area by the Minister, and permitted as such by the designated Port Officer.</i> b) <i>An enclosed structure on the berth, designated a safe area by the Berth Operator, and permitted as such by the designated Port Officer.</i> c) <i>An area within a restricted area, in which the designated Port Officer has given permission for the work to be undertaken, subject to any special precautions or conditions.”</i>
Ship	The meaning given to it in the MWPA Standard Ship Terms.
Ship/Shore Safety Checklist	A pro forma document that is provided by the Berth Operator. It is to be based on ISGOTT and Appendix L of AS 3846 -2005: ‘The handling and transport of dangerous goods in port areas.’ Refer to sample document at ‘Chapter 25 of ISGOTT 6th Edition2020’
SO	Shore Officer
Ship’s Agent	The Principal Agent as defined in the MWPA document Terms and Conditions of Tanker Berth Application
ST (Sentries)	Sentry (ST) – sign in/control point – see annexed Diagram 1 – Site Plan.

Tanker Ship Berth Operations	Any activities associated with the use of the Geraldton Port for the loading or discharging of petroleum cargo.
Terminal	Designated location where tanker ships are berthed or moored for the purpose of loading or discharging petroleum cargo.
Terminal Operator	Has the same meaning as Berth Operator
Terminal Representative	(As used in the MWPA document Terms and Conditions of Tanker Berth Application) A person designated by the Terminal to take responsibility for an operation or duty and generally has the same meaning as Shore Officer (SO).
ULP	Unleaded Petroleum
Vessel Representative	(Is as used in Terms and Conditions of Tanker Berth Application), such as the Master of the Tanker Ship, or the Ship's Agent.
WA	Wharf Attendant
WS	Wharf Supervisor

4 Introduction and Permitted Vessel

This document describes minimum requirements to safely and correctly carry out the procedural steps and the duties of the Functional Roles that are associated with Tanker Ship Berth Operations.

Due to ISGOTT and Dangerous Goods Regulations, Tanker Ships more than 51,000 tonnes displacement and more than 50,000 tonnes deadweight will not be considered by MWPA.

5 Training

Each organisation is individually responsible for ensuring that its personnel, representatives, agents and contractors involved with the Tanker Ship Berth Operations are fully trained and competent to undertake the tasks and that competency has been assessed by a suitably qualified person and is recorded.

All staff in each of the Functional Roles are recommended to have undertaken MWPA provided Man Overboard training at least two yearly.

Other recommended competencies are listed at Attachment 6 – Recommended Additional Competencies.

To ensure procedures align and to resolve any issues or anomalies that might exist, each of the organisations directly involved in Tanker Ship Berth Operations at Geraldton Port are to ensure that regular communications are established at the operational level with the other parties.

6 Hazardous Area and Equipment Protection Levels

6.1 GENERAL

A Hazardous Area has been established as depicted on the drawings that are in Attachment 7 & 9 and Diagram 3 – Hazardous Area Classification Drawings.

Maintenance of Equipment Protection Levels of installations within the Hazardous Area is recorded in the MWPA Hazardous Area Dossier. The Dossier is maintained by the MWPA Electrical Supervisor.

Note: None of the fixed electrical installations within the Exclusion Zone, but outside of the Hazardous Area, have Protection Levels that would be required for explosive atmospheres.

No mobile ignition sources are permitted inside the Exclusion Zone.

In accordance with Section 8 of AS 3846 – 2005 all locations within 25m of the Tanker Ship are to be treated as though they are within the Hazardous Area unless specific, case by case, written approval is granted by the Harbour Master. The Harbour Master will only grant such approval after consultation with the Berth User. If granted, such an approval will normally have conditions of use.

6.2 POWER OUTLETS

Only the intrinsically safe fuel sample test light power outlets are permitted for use without approval. The other GPOs on the wharf edge are not rated for the hazardous area. Unless specific approval is granted by the Harbour Master, they must be isolated as per Attachment 8 – Electrical Switching.

Refer to Attachment 8 – Electrical Switching for further instructions about power isolations that are required in the event of product spills.

Table 1: Key Responsibility for the Steps

Non-Emergency Steps (Abbreviated Titles)		Responsibility					
		WS	SA	SO	WA	ST	ESO
1.	Berth Application		●				
2.	Pre-start Check Meeting	●		●	●	●	●
3.	Position the Exclusion Zone Fencing and signage – including identification of fuel type	●					
4.	Deactivate Electrics	●					
5.	Moor the vessel	●					
6.	Berth handover	●		●		●	
7.	International shore connection			●	●		
8.	Test Berth Alarm (Red Button Test)	●		●	●	●	●
9.	Vessel safety documents		●	●	●	●	●
10.	Copies of documentation				●	●	
11.	Establish Exclusion Zone	●		●	●	●	
12.	Bunding and other equipment			●	●		●
13.	Verify pipe and hose integrity			●	●		
14.	Establish fire resources	●					●
15.	Accept fire resources	●		●			●
16.	Unloading / Loading of cargo			●	●		
17.	Disconnection / Connection of hoses			●	●		
18.	ESO pack up and stand-down	●			●		●

Non-Emergency Steps (Abbreviated Titles)		Responsibility					
		WS	SA	SO	WA	ST	ESO
19.	Vessel Mooring and Let-go	●					
20.	Deactivate the Exclusion Zone	●		●			
21.	Reactivate Electrics	●					
22.	Incident reporting and debrief	●	●	●	●	●	●

7 Personal Protective Equipment, Safety Equipment, Radios, Oil Spill Response Equipment, Firefighting Equipment, and Other Equipment

MWPA Personal Protective Equipment (**PPE**) requirements are dealt with at induction and are summarised in Personal Protective Equipment Procedure.

In addition to mandatory MWPA PPE, the following equipment is required and set up to occur in the manner that is indicated below.

- Life Rings to rescue Man Overboard (MOB); (*refer below to Diagram 1 – Site Plan*).
- Personal Flotation Device (PFD) to be worn if working beyond the yellow painted line at the wharf edge.
- Intrinsically safe radio communications equipment and torches.
- Oil Spill Response Equipment (OSRE).
- Breathing Apparatus (BA) for use by ESO.
- ESO Firefighting Equipment (FFE) and PPE.
- Personal Gas Monitors for Crude Oil Operations.

7.1 RADIOS

All communication equipment within the Exclusion Zone must be ‘Intrinsically Safe’.

The operational Berth-to-Ship communication is not permitted on VHF International Maritime Mobile Band channels 6, 8, 11 or 16. VHF Channel 11 and 16 are to be used in the event of emergencies.

ESOs and ST’s to have radio’s that permit at least listening to operational Berth-to-Ship communication.

All radio communication between the Berth and the Fuel Farm (ULP/Diesel) is to be on the UHF band.

7.2 OIL SPILL RESPONSE EQUIPMENT

7.2.1 Bunding Provided by ATOM (BP) and GE Group (TEO)

Items to be supplied include:

- Relocatable spill/burst bunding.
- Emergency Release Couplings [work-in-progress Presently under consideration by BP].
- Marine Breakaway Couplings [work-in-progress Presently under consideration by BP].

Set up Requirements

As indicated in Diagram 2 – Fuel Hose Bunding, following additional requirements:

- Surround the flexible hose that is on the ground (including on the bitumen behind the concrete wharf).
- Spill trays in hose connection / disconnection areas.
- Provide bunding with minimum storage capacity of 13m³ volume (Berth 6)
- Provide bunding with storage capacity (ATOM Terminal to provide)
- Position 200mm high bunding to minimise risk of a hose rupture overtopping the barrier – minimum clear separation between hose and barrier five metres.

7.2.2 Oil Spill Response Equipment by MWPA

In accordance with State Hazard Plan, various equipment is held in storage at the Port and can be turned out by MWPA in the event of an incident.

7.3 FIREFIGHTING EQUIPMENT AND ESO PPE

7.3.1 Firefighting Equipment and PPE Provided by MWPA/ESO

Items to be supplied include the following.

- Helmets, Level 2 tunics, over trousers, gloves and structural firefighting boots
- Self-contained Breathing Apparatus
- Seawater Fire Pump
- Trailer mounted water/foam monitors x 2
- Lay flat high-volume hose for each monitor
- Bunding to trailers of the fire pump and monitors
- 2 x 1,000L IBC AFFF on each monitor trailer
- Personal gas monitors

Set up Requirements

- Position banded water / foam monitors so as prepared to respond to all three main risk locations, namely:
 1. Flexible Hose between ground manifold or pump skid and Tanker Ship;
 2. Berth fuel pumps and valves; and
 3. Ship's manifold.
- Consideration of prevailing wind to occur in selection of monitor positions (generally located with back to wind).
- If necessary, cargo pumping must cease at any times when monitor relocation is required due to changes in prevailing conditions.
- Prior to fuel pumping the following activities are required.
 - Install monitor and pump trailers environmental spill bunds.
 - Full equipment pre-start including fuel tank and oil level checks.

- Wet test running of the fire pump.
- Charge the lay flay hoses to at least one monitor when ULP is being unloaded.
- Monitor throw testing at least once per three months.

Running Requirements

- Keep the lay flay hoses to at least one monitor charged when ULP is being unloaded.
- Test run fire pump motor every three hours.

Finalisation Requirements

- Fresh water dousing of all wetted wharf areas.

Once the fuel pipeline has been capped or Pump Skid operations ceased the ESOs may start packing and depart.

7.3.2 FFE provided by ATOM (BP)

Items are to be supplied in accordance with ISGOTT, and must include:

- 4 x 9kg portable dry chemical extinguishers; and
- 2 x 75kg wheeled dry chemical extinguishers.

7.3.3 FFE provided by GE Group (TEO)

Items are to be supplied in accordance with Dangerous Goods (Transport) DG In Port Reg 2001, and must include:

- 2 x 9kg portable dry chemical extinguishers;
- 2 x 50kg wheeled dry chemical extinguishers; and
- Fixed and Personal Gas monitors.

Setup Requirements

- Placed at location of flexible hose between the ground manifold and the Tanker Ship (Atom).
- Placed at location of flexible hose between pump skid and Tanker Ship (GE Group).

7.4 FUEL SPILL DISTRIBUTION BOARD KEY

This is required to isolate the power and to perform switching in accordance with Annexure 8 – Electrical Switching. (Key Number 113 – Wharf Supervisor Keyboard). Board will be unlocked for Tanker Operations. Lock from board will be used to lock GPO Isolation switch in off position.

8 Fitness for Duty

All roles are to be staffed and resourced to ensure minimum designated crew numbers always and in observance with the Fatigue and Working Hours provisions of MWPA Fitness for Duty Procedure.

9 Berth Security and Access

Attachments 4 and 9 – Berth Security and Access provides an outline of the key tasks, duties and responsibilities that are required of each of the Functional Roles with respect to Tanker Berth Security and Access Control.

10 Emergency Situations

In the event of all emergencies an alarm is to be raised in the manner that is set out at Attachment 5 – Emergency Situations. The alarm is to be raised by the first member of shore or ship staff who becomes aware of the situation.

Additional other actions, as listed at Attachment 5 – Emergency Situations, are also required in the event of specific emergency situations.

11 Desktop Exercises and Procedure Review

To resolve any issues and ensure procedures are aligned and no anomalies exist, each of the organisations directly involved in Tanker Ship Berth Operations at Geraldton Port are to ensure regular communications at the operational level with the other parties involved.

At least annually all team members are to participate in a Desk Top exercise and to review this Procedure. A workshop for this purpose will be facilitated by the Harbour Master and ESO. This process is to include a documented Risk Review. The Wharf Supervisor involved in the Desk Top exercise is to record it in the MWPA Records Management System (Objective).

12 Associated Documents

Document Title
Application for Berth Form (Tankers) (including Terms and Conditions)
Crisis Communications Management Plan
Emergency Contact Directory
Geraldton Port Security Zone Access Procedure
Mooring Operations – All Berths Guideline
Permit to Work and Authority to Work Procedure
Personal Protective Equipment (PPE) Procedure
Safe Mooring (Including Emergency Events) Guideline
Traffic Management Procedure - Geraldton Port
Wharfside Man Overboard Safe Work Instruction

Location – Mid West Ports Intranet – [Document Centre](#)

13 Records

Document
WorkSafe WA Code of Practice – Manual Handling
EI 15 (4th edition) 2015 – Area Classification Code for installations handling flammable fluids
International Safety Guide for Oil Tankers and Terminals. ISGOTT
<i>Maritime Transport and Offshore Facilities Security Regulations 2003</i> (MTOFSR)

Location – Mid West Ports Electronic Document Records Management System, Objective

14 References

Document	Title
Australian Standard	AS 3846 -2005 – The handling and transport of dangerous goods in port areas
	AS 60079.10.1 – 2009: Explosive Atmospheres. Part 10.1 Classification of areas – explosive gas atmospheres

Location - SAI Global - <https://www.saiglobal.com/online/>

Authority	Resource
Department of Water and Environmental Regulation	MWPA Environmental Licence
AURECON	Geraldton Port Authority Berth 6 & 5 – Hazardous Area Classification Report. Ref:239419 Rev 0, 29 May 2014 & Updated 15/01/2025

15 Declaration

I have read and understood 'Tanker Ship Berth Operations Procedure'.

Name	Role	Date	Signature

16 Monitoring, Evaluation and Review

This document is required to be reviewed every two years from the last scheduled review date.

Minor updates made within this two year period, will not be taken as a *full review*.

The Document Custodian is responsible for conducting the review in accordance with **Controlled Documents Review and Approval Process Work Instruction**.

17 Administration

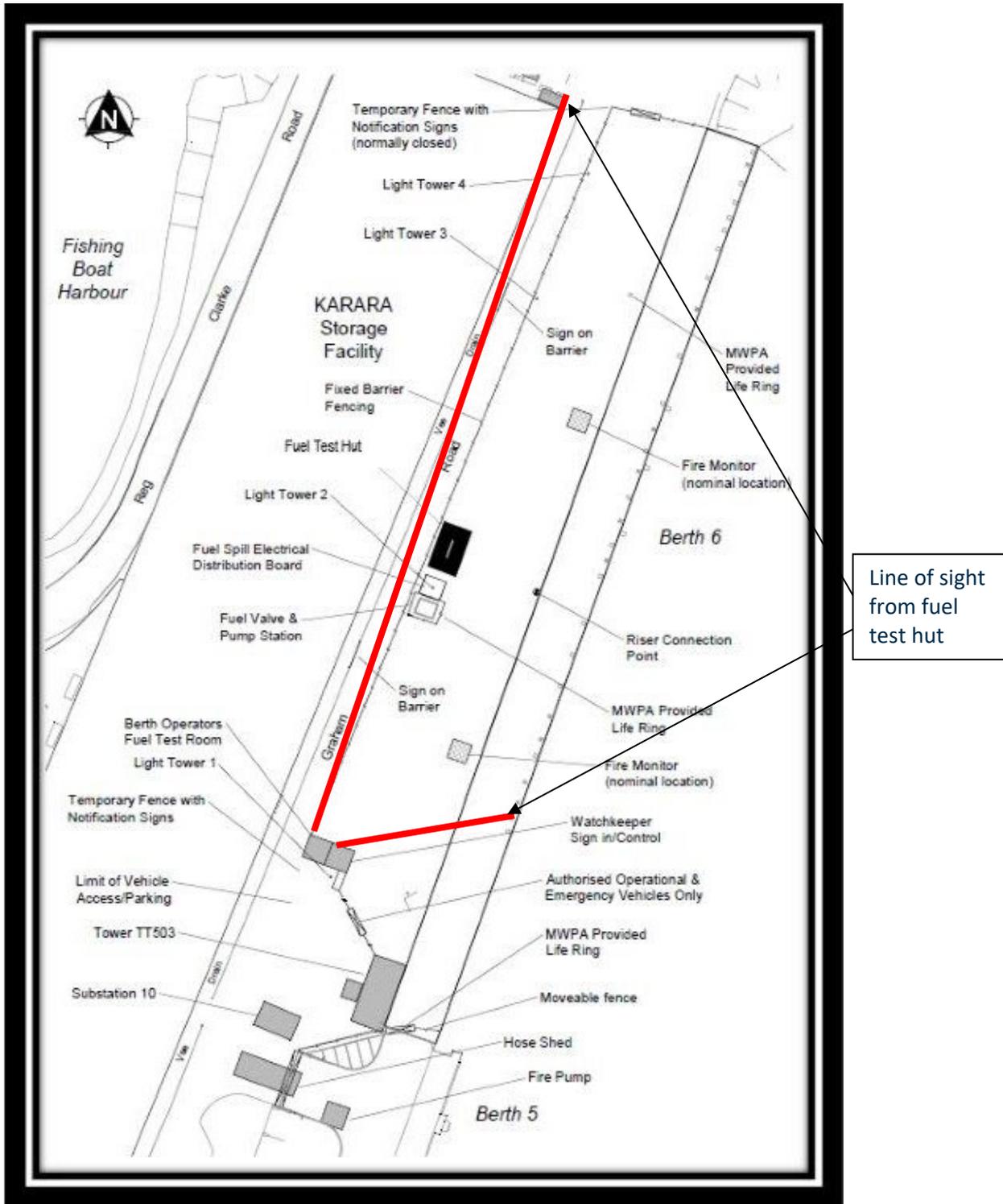
Document Custodian: Deputy Harbour Master

Document Approver: Harbour Master

Approval Date: 11 September 2025

Document Review Period: 2 yrs

Diagram 1 – Site Plan (Atom – BP)



Line of sight from fuel test hut

Diagram 2 – Fuel Hose Bunding (Atom – BP)

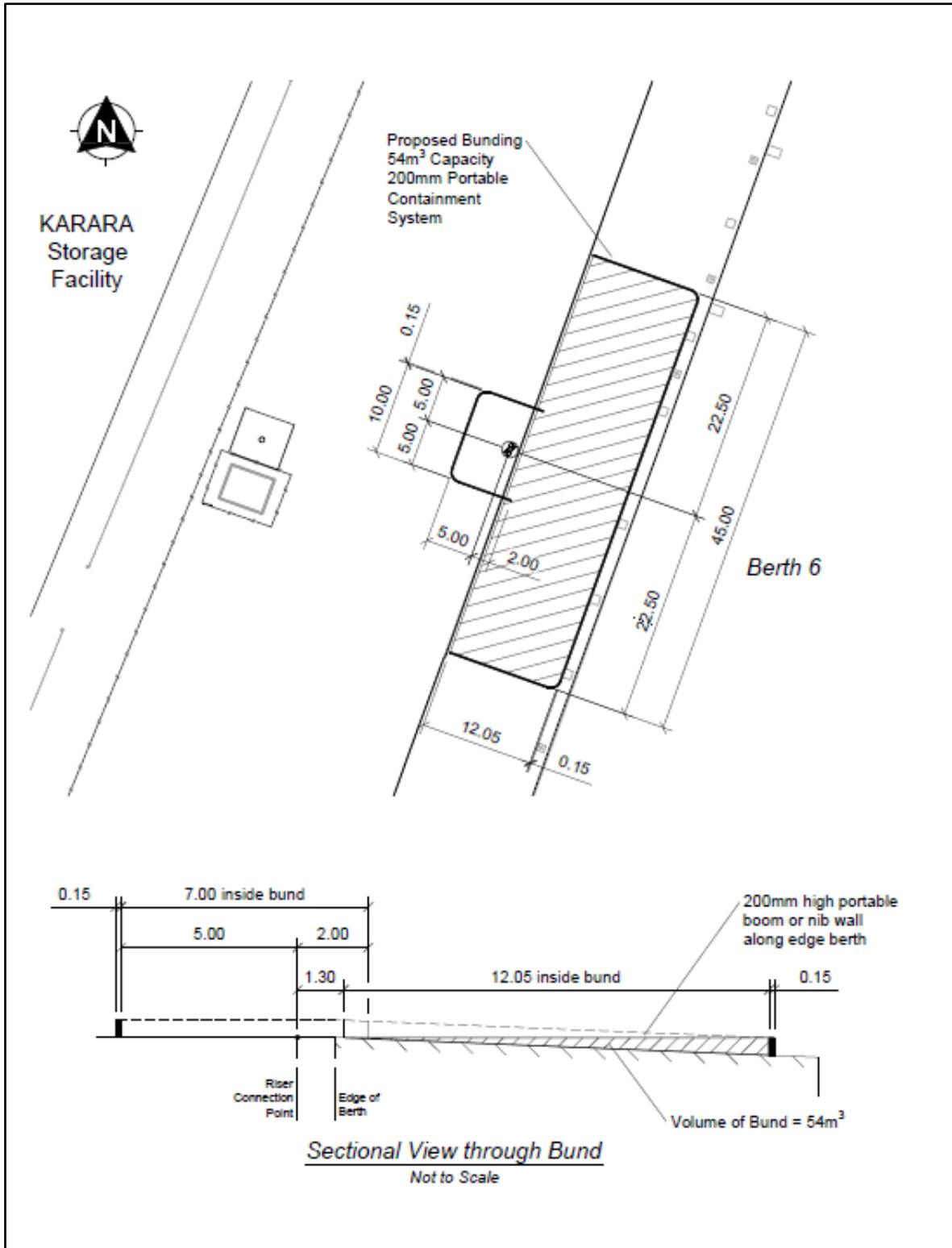
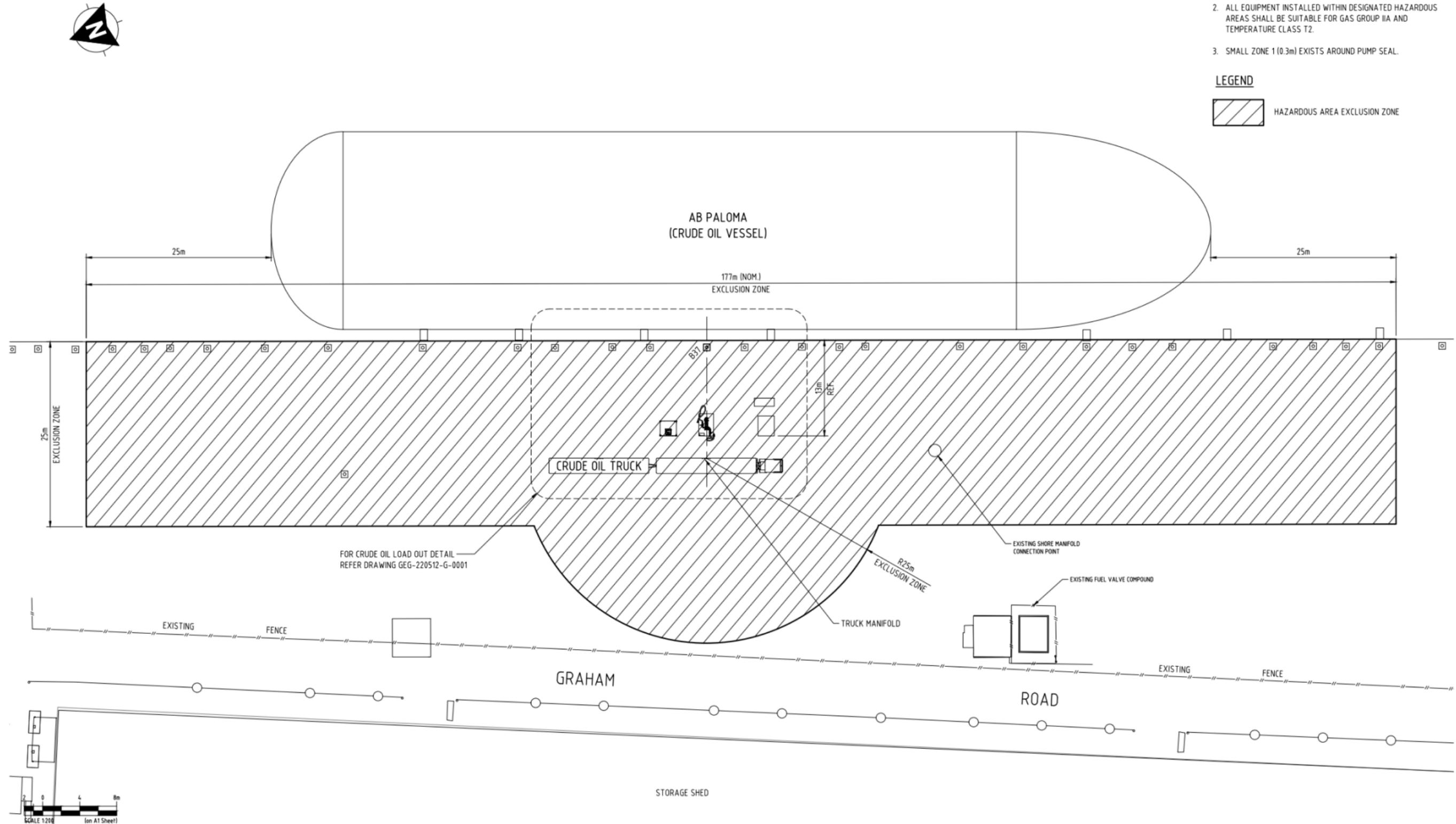


Diagram 3 – Berth 6 Crude Oil Loading Hazardous Area Exclusion Zone General Arrangement (GE Group – TEO)

NOTES

1. THIS DRAWING MUST BE READ IN CONJUNCTION WITH THE HAZARDOUS AREA CLASSIFICATION REPORT (239419-0000-REP-EE-0001).
2. ALL EQUIPMENT INSTALLED WITHIN DESIGNATED HAZARDOUS AREAS SHALL BE SUITABLE FOR GAS GROUP IIA AND TEMPERATURE CLASS T2.
3. SMALL ZONE 1 (0.3m) EXISTS AROUND PUMP SEAL.

LEGEND



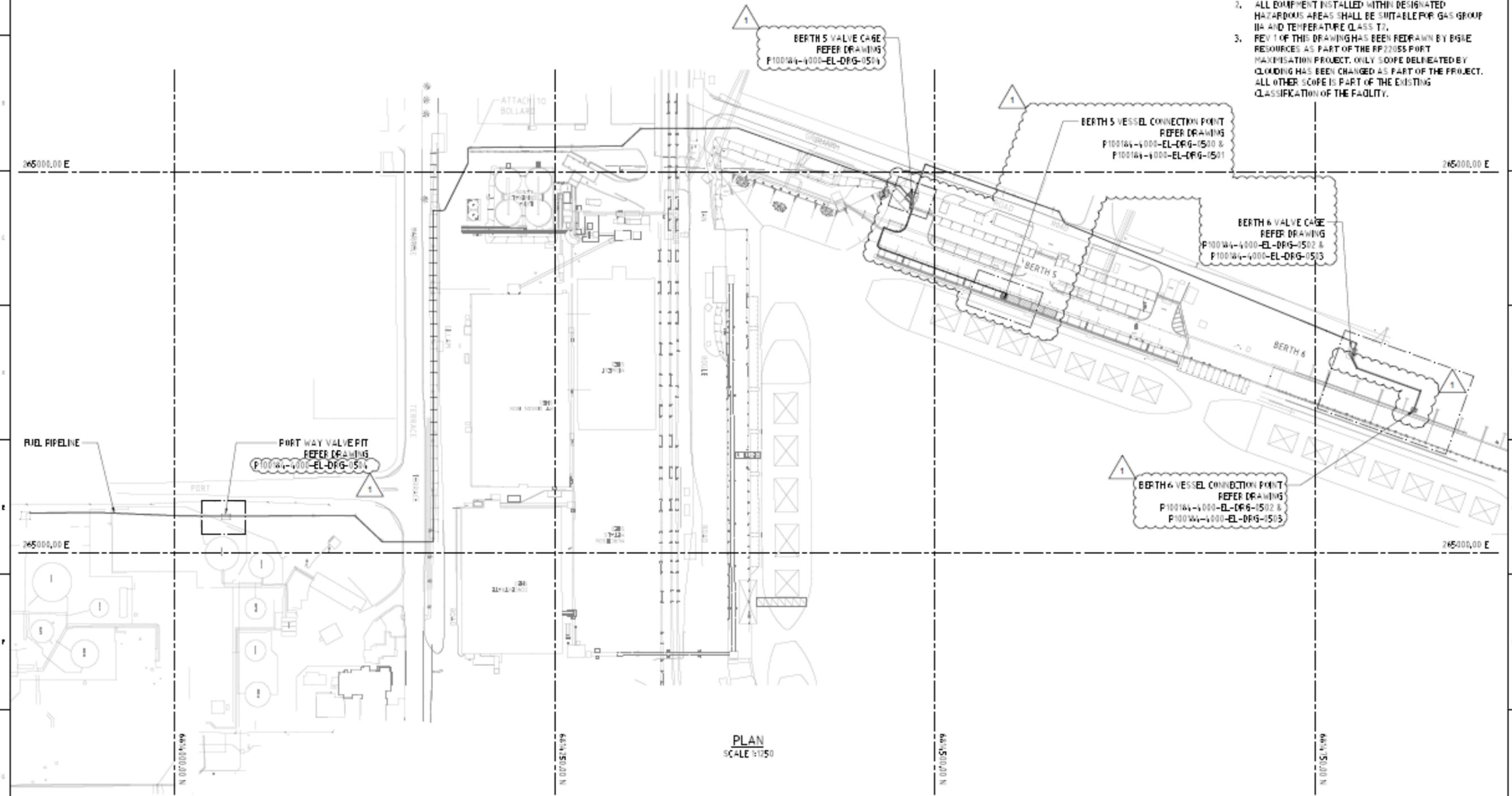
FOR CRUDE OIL LOAD OUT DETAIL REFER DRAWING GEG-220512-G-0001

SCALE 1:200
(on A1 Sheet)

				MMPA PROJECT No:				GERALDTON PORT		
		GEG-220512-G-0001		DESIGNED	S. PATTENDEN	DESIGN CHECK	-----	BERTH 6		
		006-G-0002		DRAWN	R. FERSTAT	CHECKED	S. PATTENDEN	CRUDE OIL LOADING HAZARDOUS AREA EXCLUSION ZONE		
		006-G-0001		ENGINEER	-----	APPROVED	S. PATTENDEN	GENERAL ARRANGEMENT		
REV	DATE	DESCRIPTION	DRN	APP	DRAWING No.	DRAWING TITLE				
A	20 05 22	ISSUED FOR APPROVAL								
REVISIONS			REFERENCE DRAWINGS			This drawing and all the information thereon remains the property of the Mid West Ports Authority and shall be returned on demand. It is issued on the condition that, except with written permission, it must not be reproduced, copied or communicated to any other party, nor used for any other purpose than that stated on the particular order, enquiry, or contract with which it was issued.		MID WEST PORTS AUTHORITY 298 Marine Terrace, GERALDTON 6530 Tel: +61 8 9964 0520 www.midwestports.com.au		
							SCALE A1 - 1:250		ORG No. 006-G-0010 REV A	



- NOTES:**
1. THIS DRAWING MUST BE READ IN CONJUNCTION WITH THE HAZARDOUS AREA CLASSIFICATION REPORT P100184-4000-EL-REF-0001.
 2. ALL EQUIPMENT INSTALLED WITHIN DESIGNATED HAZARDOUS AREAS SHALL BE SUITABLE FOR GAS GROUP IIA AND TEMPERATURE CLASS T2.
 3. REV 1 OF THIS DRAWING HAS BEEN REDRAWN BY EG&E RESOURCES AS PART OF THE RP22055 PORT MAXIMISATION PROJECT. ONLY SCOPE DELINEATED BY CLOUDING HAS BEEN CHANGED AS PART OF THE PROJECT. ALL OTHER SCOPE IS PART OF THE EXISTING CLASSIFICATION OF THE FACILITY.



PLAN
SCALE 1:1250



ISSUED FOR
CONSTRUCTION

DRAWING NUMBER	REFERENCE DRAWING TITLE	REV	DATE	DESCRIPTION	DRN	CHK	APP
		1	16.01.24	ISSUE FOR CONSTRUCTION (MWP)			
		0	29.05.14	ISSUE FOR CONSTRUCTION			



DESIGNED	GLE/HE	PROJECT NUMBER	MWPA - PORT MAXIMISATION PROJECT
DRAWN	T. JOHANNEN	RP22055	BERTH 5 & 6
CHECKED	C. VITEZ		HAZARDOUS AREA CLASSIFICATION
APPROVED	V. ED		KEY PLAN
APPROVED DATE	20.05.14		
DATUM	-		
		SCALE	SCALE No: P100184-4000-EL-DRG-0505
		1:1250	REV: 1

Attachment 1 – Organisational Responsibility for Function Roles

Role	Minimum on Duty Crew	Responsible Organisation	Incumbent Responsible Organisation	Comment
Wharf Supervisors (WS)	1	Berth Owner	MWPA	
Ship's Agent (SA)	1	Ship	Varies	Ship's Agent
Shore Officer (SO)	1 1	Berth Operator	ATOM for BP GE Group (TEO)	Generally, at the Fuel Farm
Wharf Attendants (WA)	2	Berth Operator	ATOM for BP GE Group (TEO)	At the Fuel Berth or walking the pipeline to the Terminal 2 x GE personnel to oversee pumping operation on berth. 1 x Truck driver in addition to GE Personnel
Sentries (ST)	2	Contractor for Ship's Agent	Atom (BP) TEO	Two crew required at all times Two crew required at all times, assisting with Road Tankers entering and departing berth
Emergency Service Officers (ESO)	3	MWPA	Executive Risk Solutions Pty Ltd (ERS) for MWPA	Three crew members required at all times

Attachment 2 – Minimum Signage Requirements

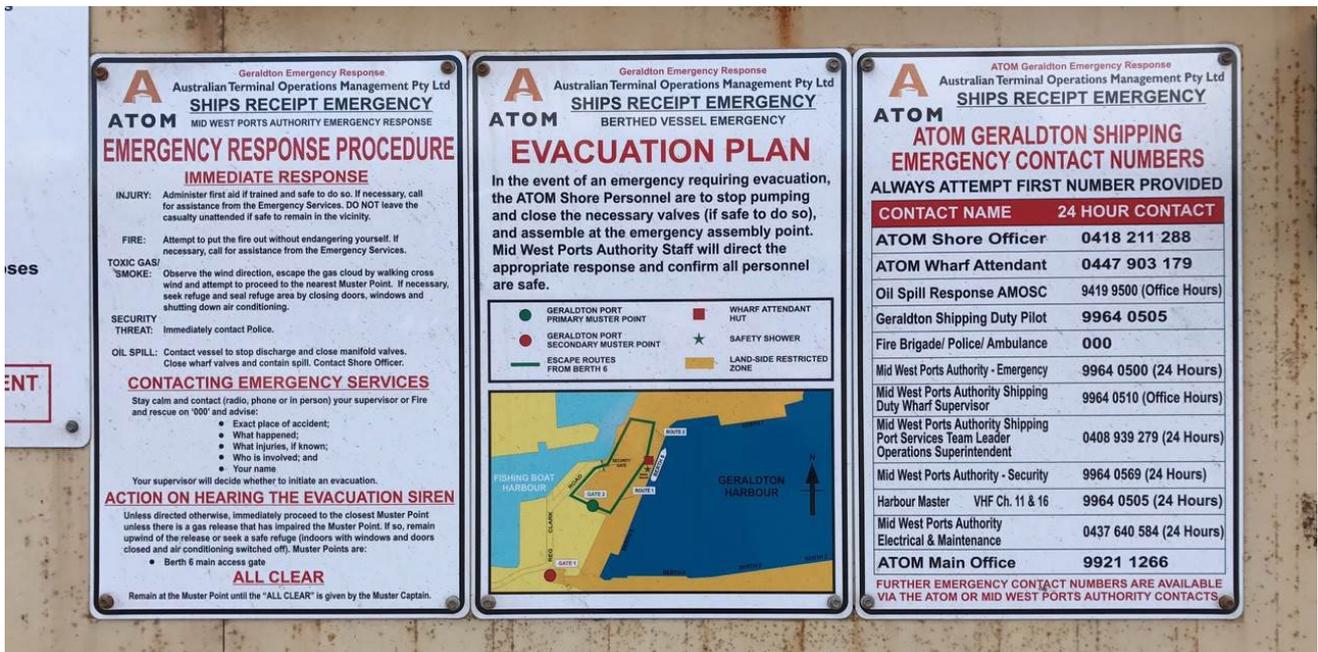
MWPA Signs



Berth User Signs

To include all the following plus:

- Hazardous Goods Placards



Attachment 3 – Roles, Duties and Responsibilities

This section provides an outline of the key tasks, duties and responsibilities that are required of each of the Functional Roles.

The minimum number of on duty personnel designated to each Functional Role are listed in Attachment 1.

The organisation that is responsible for each role is listed at Attachment 1 Organisational Responsibility for Function Roles.

When a number of crew members are assigned to a Functional Role the responsible organisation must make sure that one of the team is assigned the leadership responsibility and that other organisations and participants are clearly aware of the lines of delegated authority within the crew.

All parties are also required to adhere to the specific responsibility that are listed here, Attachment 1 Organisational Responsibility for Function Roles.

Wharf Supervisor (WS)

The duty Wharf Supervisor is the senior MWPA officer responsible for communication between ATOM / GE Group and MWPA and for ensuring compliance with this Procedure.

The WS or their representative must perform all applicable functions and roles outlined throughout this document. The duties are to include all of the following.

- Publish prior advice in the **Daily Works Update** notification of the tanker visit.
- For tanker at Berth 5 – WS must inform KML Duty Operator that a Tanker is alongside berth 5 and No hot work to be carried out in their conveyor system without approval from the Port Authority (KML Duty Operator 0448 013 559).
- Check that all gates are closed and the STs are in position in readiness for berthing.
- Ensure that mooring / unmooring of the vessel follows the procedure as set out in Mooring Operations – All Berths Procedure.
- Ensure that fencing is in place and gates are closed creating the Exclusion Zone as shown in annexed Diagram 1 and Attachment 7 – Site Plan.
- Ensure the electrics are isolated and the light is flashing before operations and after operations power is returned and the light has ceased flashing.
- Ensure that signage is correct and in good repair in accordance with Attachment 2 – Minimum Signage Requirements.
- Ensure the berth is handed over and back as per MWPA Berth Operator Handover Work Instruction.
- Ensure the Ship / Shore Safety Checks are complete.
- Check that copies of the required items are on hand with ESO as per 7.2 and 7.3.
- Check that copies of the required documents are on hand at both the Sentry (ST) sign in / control point and at the Berth Operator's Fuel Test Room or GE Group Donga per Section 12.
- Register all incident reports.

Ship's Agent

The Ship's Agent or their representative must perform all applicable functions and roles outlined at Section 6 – Table 1. The duties are to include all of the following.

- Ensure there are two Sentries engaged and in place for the duration of the tank ship's visit.
- Ensure that the Sentries understand their duties under this Procedure.
- Ensure that Geraldton Port Security Zone Access Procedure is followed for the transporting of Ship's crew in and out of the Port.

Shore Officer (SO)

The Shore Officer (**SO**) is the senior BP or TEO representative responsible for managing and overseeing all aspects of this Procedure.

The SO must perform all applicable functions and roles outlined at 6.0 Procedural Steps and Lines of Responsibility. The duties are to include all the following:

- Conduct the Pre-Start check meeting with the entire team;
- Coordinate with the WS the time and place to conduct the Berth Handover;
- In conjunction with the WA, ensure that loading operations are completed in accordance with Ship / Shore Safety Checklist; and
- Ensure that all WA taking part in the operation have been training and are competent in their duties as a WA.

Wharf Attendants (WA)

The Wharf Attendants (**WA**) or their representative must perform all applicable functions and roles outlined in Section 6.0 Procedural Steps and Lines of Responsibility. The duties are to include all of the following:

- Ensure that all equipment is delivered to the berth in accordance with the written and approved process that is documented in the ATOM Tankship Connection Work Instruction and the ATOM Tankship Discharge Work Instruction. Be aware that a 'Safe Work Procedure' (including road closure) must be established and observed for the movement of the towed hose string on the Port roads in line with MWPA Traffic Management – Geraldton Port Procedure.
- Ensure that all equipment delivered to the berth in accordance with GE Group and MWPA procedures and Permit to Work.
- Ensure WS has isolated all other than essential shore power before the vessel is berthed. Refer to Attachment 8 – Electrical Switching.
- Ensure that the Fuel Pipeline is assembled correctly, according to ATOM Tankship Connection Work Instruction if applicable.
- Participate in the Pre-Start check meeting with the entire team.
- Liaise with WS for permission to commence equipment set-up. Ensure that all equipment is 10m minimum off the face of the berth while the vessel is moored or let-go and remain out of the way of the mooring staff until the mooring operation is completed.
- Ensure that the appropriate firefighting and Oil Spill Response equipment are placed in the designated position. Refer to Section 7.

- Ensure that temporary bunding is supplied and installed around the flexible hoses and pump skid. Refer to Section 7.
- Ensure the emergency alarm (red button) at the Berth Operator's Fuel Test Room has been tested in the last week in accordance with MWPA requirements. For Berth 5, ensure that the portable emergency alarm box is fitted and tested for usage.
- Ensure all relevant signage is placed out for the duration of the operation in accordance with Attachment 2 – Minimum Signage Requirements.
- Inform the STs and ESOs verbally or by radio when the Exclusion Zone is active, and no vehicles can enter and when the Exclusion Zone is no longer active, and vehicles can come onto the berth.
- Be responsible for the condition, positioning, and use of BP or TEO fire extinguishers.
- Ensure that copies of the required items are on hand with ESO.
- Ensure that copies of the required documents are on hand at both the ST sign in / control point and at the Berth Operator's Fuel Test Room.
- One WA is to be on station at all times on the fuel berth in the vicinity of the Riser Connection Point or pump skid. The second WA is to relieve the first WA when necessary and to attend to any other duties in the Berth Operators Fuel Test Room / Wharf.
- At least once per hour, between them the ATOM WAs are to walk the entire length of the fuel pipelines between the berth and Fuel Farm monitoring performance, looking for leaks, and being vigilant for any problems. GE Group WAs to check hose from road tanker to pump skid to vessel.
- Inform the STs and ESOs verbally or by radio of any incident such as fire, product spill, Man Overboard (MOB), unauthorised access or near miss occurs.
- Be the initial responders to product spills.
- In conjunction with the SO, ensure that loading operations are completed in accordance with Ship / Shore Safety Checklist.
- On completion of the discharge, place the hoses and associated equipment into storage; (be aware that a 'Safe Work Procedure' [including road closure] must be established and observed for the movement of the towed hose string on the Port roads in line with MWPA Traffic Management – Geraldton Port Procedure).
- In the event of an emergency the WA is to raise the alarm and respond in accordance with Section 10 and Attachment 5.

Sentries (ST)

The Sentries (ST) are to be present and ready to commence work when the Tanker Ship arrives at the berth. The ST duties include to perform all applicable functions and roles outlined at Section 6 Table 1. The duties are to include all of the following.

- A minimum of one person is to remain at the ST sign in / control point, located per Diagram 1 and Appendix 9, at all times including whilst security rounds as discussed below are also undertaken.
- Communications equipment is to be tested prior to the arrival of the Tanker Ship, and any defects made good. Periodic testing is to be carried out during the period of the Tanker Ship discharge.
- Ensure that copies of the required documents are on hand at the ST sign in / control point.

- Control all access of personnel and vehicles to the berth as outlined herein at Section 9 and Attachment 4.
- Maintain records and provide a copy to MWPA, in respect of all personnel entering and leaving the Exclusion Zone. This includes:
 - name of the person;
 - date and time of entry and exit;
 - MSIC number or other identification document;
 - company of employment; and
 - reason for visit.
- Ensuring any persons entering the controlled area do not carry, or have in their possession any ignition sources.
- All entrants are required to present to ST without any electronics or ignition sources and to sign a declaration that none are being carried on person. ST to only unlock pedestrian gate after the declaration is signed. ST to call Port Security Officer if enforcement assistance is required.
- Potential ignition sources include, but are not limited to:
 - mobile phones;
 - two way radios;
 - radios or other personal entertainment systems;
 - cigarettes, matches, cigarette lighters;
 - cameras;
 - non-intrinsically safe flashlights and torches; and
 - vehicles – Apart from Road Tankers entering the Berth for Crude Oil Export.

Note: Certification for intrinsically safe devices must be shown before it is allowed into the Exclusion Zone.

- Ensuring any persons entering the controlled area do not wear, or have in their possession, any clothing that is a static risk (no fleece or polyester jumpers).
- Monitoring and responding as necessary to the radio communications between the WA and the Fuel Farm.
- Ensuring that, upon verbal instruction from the WA, no vehicles enter the Exclusion Zone until the WA have properly disconnected the pipeline and given verbal approval that vehicles can re-enter the Exclusion Zone.
- Carrying out security rounds of the area as specified herein at Section 9 and Attachment 4.
- Acting as an 'early warning' system in the event of unusual activities in the area.
- In the event of an emergency the ST is to raise the alarm and respond in accordance with the requirements herein at Section 10 and Attachment 5.
- Remaining on duty until the tanker ship has left the harbour basin and the pumping hoses and all other BP, GE Group and ESO equipment has been removed from the berth.

Emergency Service Officers (ESO)

ESOs are to perform all applicable functions and roles outlined in their operational procedures. The duties include all of the following:

- The ESOs are responsible for the setup, testing, manning and maintaining of most of the Firefighting equipment on the berth. Set up requirements are given herein at Section 6 Table 1 and Attachment 3.
- A crew comprising a supervising ESO and two other ESOs must be present and on duty at all times.
- At least two of the three-man crew must be in response mode at all times and ready for immediate action. The third crew member is not to leave the Exclusion Zone, however, rest breaks in the Berth Amenities building are permitted.
- In the event of an Emergency activation over the radio communication or observed, the ESO Supervisor is to lead the initial incident size up and response operations.
- The ESO crew will have the following nominal roles.
 - Supervisor – Assess the situation, command and control duties, don PPE, start fire pumps and charge lines.
 - ESO 1 – Don PPE, and BA and await further instruction.
 - ESO 2 – Don PPE and BA and await further instruction.
- Following the requirements that are herein at Section 10, Attachment 5 and the MWPA Document 'MWPA Emergency Response Plan – Overview'.
- Immediately wash down with fresh water any deck areas that are exposed to sea water either during system test, line draining or any other time.
- In the event of a major incident ESOs are to hand over and to work collaboratively with DFES upon their arrival.

Attachment 4 – Berth Security and Access

There should be awareness that an unauthorised entry into the berth exclusion zone might be made by people either for:

- mischievous intent with serious possible repercussions, such as possible terrorism, vandalism or a disruption to the vessel discharge; or
- a perceived innocent intent such as visiting a vessel crew member or sightseeing.

The ST are to ensure no personnel are allowed access to the Exclusion Zone unless they are:

- performing one of the Functional Roles described in the Tanker Ship Berth Operations Procedure;
- other MWPA personnel involved in the berthing or letting go of the Berth 6 vessel;
- other MWPA personnel involved in the berthing or letting go of Berth 5 vessels;
- other fuel company personnel specifically at the berth to carry out product sampling, product discharge or discharge line connection and disconnection;
- Ship's Agents or personnel specifically permitted by the ship's agents to carry out work (electricians, engineers, providores or ship's crew);
- personnel who are visitors and have permission from the Harbour Master to proceed on-board the vessel;
- Customs Officers performing their duties;
- Commonwealth Department of Agriculture, Fisheries & Forestry (Biosecurity) Officers performing their duties; or
- Emergency Services personnel attending an emergency or other authorised purpose.

Vehicle access into the Exclusion Zone is not allowed while discharge operations are occurring. A vehicle may access the Exclusion Zone once discharge operations have stopped, and approval has been given by the WA. It is the ST responsibility to ensure that this permission is given before any vehicle enters the Exclusion Zone. All other vehicles can only proceed as far as the vehicle parking area and must remain outside of the Exclusion Zone.

Ship's crews are allowed access to and from the Tanker Ship provided they follow the security protocols as designated by the WS. Access to and from the berth is by the MWPA security bus and/or the Ship's Agent. At all times, crew members are to move directly from the ship's gangway to the bus pick-up point or the Ship Agent's vehicle outside of the Exclusion Zone.

Security rounds to inspect the integrity of the perimeter are to be carried out by ST at least every thirty minutes; and must cover all areas of the Exclusion Zone.

ST is to check for:

- any unauthorised persons wandering around inside the perimeter fence;
- any area which may give cover to unauthorised persons or illegal activities;
- any unauthorised persons wandering around outside the perimeter fence;
- any unusual activities by persons, vehicles or vessels in the immediate area;
- the security of the Mooring lines on the Bollards for the Tank vessel;
- any possible damage to the perimeter due to persons entering the area;

- any plant, equipment or buildings which look as though they have been tampered with or moved;
- unusual footprints, footprints in an odd place, or fresh footprints; or
- unusual activity by wildlife such as sea birds suddenly flying as a group and showing alarm which is an indication that something is moving near them.

ST is to immediately report any incidents to SO and WA and any broken mooring lines to SO and WS.

If anyone involved with the Tanker Ship Berth Operations discovers an unauthorised person inside the Exclusion Zone, the following action is to be taken:

- Inform the ST on the gate that an unauthorised person has been discovered inside the Exclusion Zone. If necessary, ask for assistance from the MWPA security service 08 9964 0569 or 0448 939 008.
- Ask the person to stop and provide identification.
- If they have correct or adequate identification, make note of their name and escort them to the personnel gate. If they are a crew member of the Tanker Ship, escort them to the vessel and inform the Deck Officer of the circumstances.
- Inform the Gate ST all is correct.
- If they have no identification, ask them to accompany you to the entry gate. If necessary, ask for assistance from the MWPA security service 08 9964 0569 or 0448 939 008.
- Immediately report the incident to WS.

Specific additional guidance for each of STs and WAs to follow in the event of unauthorised access is listed here:

ST

On being informed of an unauthorised person inside the Exclusion Zone, carry out the following:

- Inform the MWPA Security there is an unauthorised person inside the Exclusion Zone (call 08 9964 0569 or 0448 939 008);
- Inform the WA there is an unauthorised person inside the Exclusion Zone;
- Be prepared to assist the Mobile ST in the stopping and escorting of the unauthorised person; and
- Close the entry gate.

WA

On being informed of an unauthorised person inside the Exclusion Zone, carry out the following:

- Inform the vessel there is an unauthorised person inside the Exclusion Zone;
- Be prepared to request a shutdown of the pumping system on the Tanker Ship;
- Be prepared to close all valves; and
- Be prepared to evacuate the area.

Attachment 5 – Emergency Situations

In the event of all emergencies an alarm is to be raised in the manner that is set out here. Additional other actions, as listed below, are also required in the event of specific emergency situations.

This section is to be read and implemented with consideration of MWPA Emergency Management Plan.

Raise the Alarm

To raise the alarm, the following activities and the listed subsequent initial steps are to be performed by the relevant team member. (These actions are to happen concurrently):

Wharf Attendant (WA)

- WA is to contact the ship by radio. The wording to be used is 'STOP, STOP, STOP'. WA is then to establish the type of emergency and its location.
- WA is to confirm that all cargo transfer operations have been stopped on the berth.
- WA is to activate the berth alarm (red button) that is located on the outside of the Berth Operator's Fuel Test Room or the Red button of the portable Emergency Alarm System (berth 5). This will activate an audible alarm and a flashing light. It will also activate a call station alert to the response desk at Sapio Security (not applicable for berth 5 portable Emergency Alarm System).
- WA is to contact the **(SO)** Shore Officer and inform of the situation.
- Then WA is to close all appropriate pipeline valves.
- If safe to do so WA is to isolate power in accordance with Attachment 8 – Electrical Switching.
- Finally, the WA is to evacuate either to the Muster Point that is identified in MWPA Emergency Response Plan – Overview or to the ST sign in/control point if safe to do so.

Sentries (ST)

- One ST is to:
 - stop all non-emergency services personnel entering the Exclusion Zone; and
 - provide directions to emergency services personnel.
- The other ST is to:
 - contact the Wharf Supervisor (WS) and inform them of the situation (0437413734; 08 99640510).
 - If safe to do so, deploy someone to each end of the Exclusion Zone.
 - If safe to do so, await instruction to evacuate with all present to the Muster Point that is identified in MWPA Emergency Response Plan – Overview.

Shore Officer (SO)

- SO is to contact the following and inform them of the situation:
 - Port Emergency 0437 413 734 Or 08 9964 0510. This number is manned by the Wharf Supervisor.
 - 000. Provide pre-script address as MWPA via Security Gate 1 at Ian Bogle Rd with Reg Clarke Rd as cross street.

- They are then to move to the ST sign in / control point at the berth to provide appropriate information as required.
- SO is to contact the WA and Supervising ESO confirming that 000 has been called.

Wharf Supervisor (WS)

- WS is to contact the following and inform them of the situation.
 - 000 (unless already completed by SO), Provide pre-script address as MWPA via Security Gate 1 at Ian Bogle Rd with Reg Clarke Rd as cross street.
 - Security Gate House 08 9964 0569 or 0448 939 008
 - Harbour Master – 044 887 1085
 - Ship Scheduler – 08 9964 0505
- WS is to contact KML Duty Operator and advise of the situation 0448 013 559.
- WS is to contact Berth 5 Operations Supervisors and advise of the situation 0407 797 311.
- WS is to consider taking up station at ST sign in / control point.

Refer also to the MWPA 'Emergency Contact Directory'.

After the alarm has been raised, and in accordance with the MWPA Emergency Response Plan – Overview, additional activities including the following will typically occur.

Incident Controller – Harbour Master

IC calls out the Incident Management Team as required.

Duty Pilot

Assist the IC as advised / required.

Port Security Officer (PSO)

PSO calls Port Security Guard and Head Warden and informs them of the situation.

Required Actions in the Event of Specific Emergency Types

Fire and/or Explosion

Fire on the Tanker Ship

- WA to raise the alarm.
- Suspend all operations.
- ESOs standby to assist the vessel by standing ready to fight the fire from the wharf, under the direction of the Vessel Master.
- Supervising ESO to work in conjunction with DFES and the MWPA IMT/Response Team upon their arrival.
- If ship has been evacuated – Chief Officer from ship and a DFES firefighter are to embark on Tug to assist fighting the fire from the water side.
- IMT to assess and implement the Port Emergency Plan as required.
- WA to standby to disconnect hoses as directed by IMTL.

Fire on the Berth

- WA to raise the alarm.
- Suspend all operations.
- ESOs implement first response to situation.
- WA to utilise fire extinguishers if safe to do so.
- ESOs are to work in conjunction with DFES and the MWPA IMT / Response Team upon their arrival.
- DFES are the Hazard Management Agency for fire.
- IMT to assess and implement the Port Emergency Plan as required.
- Consider tug, with a DFES member, is mobilised to fight the fire from the seaside.

Product Spillage on the Berth During the Discharge/Loading Operation

- WA to raise the alarm.
- Suspend cargo operations.
- If it is safe to do so WA and ESO should:
 - attempt to stop the spill from spreading;
 - consider a foam blanket for ULP spill;
 - contain Diesel spill;
 - contain Crude Oil spill;
 - consider a foam blanket for diesel spill and fire if required; and
 - isolate power in accordance with Attachment 8 – Electrical Switching.
- Work in conjunction with DFES and the MWPA IMT/Response Team upon their arrival.

Uncontrolled Venting Actions / Gas Detector Alarm Activated

- Raise the alarm.
- Suspend cargo operations.
- Personnel to evacuate using emergency escape hood.
- WA to designate a safe assembly point outside of the vapours for all persons to evacuate to.
- If safe to do so ESOs are to remove injured personnel from the area with the use of Breathing Apparatus.
- Implement revised Exclusion Zone after assessment of weather and volume of gas vented.
- Notify adjoining vessels and buildings.
- All to work in conjunction with DFES and the MWPA Incident Management Team upon their arrival.
- Keep people away, isolate hazard area and prevent entry. Stay upwind and keep out of low areas. Ventilate closed spaces before entering.

Unauthorised Persons

In the event of unauthorised persons entering the wharf the following actions are required by the various parties.

If anyone involved with the Tanker Ship Berth Operations discovers an unauthorised person inside the Exclusion Zone, the following action is to be taken:

- Inform the ST on the gate that an unauthorised person has been discovered inside the Exclusion Zone. If necessary, ask for assistance from the MWPA security service 08 9964 0569 or 0448 939 008.
- Ask the person to stop and provide identification.
- If they have correct, or adequate identification, make note of their name and escort them to the personnel gate. If they are a crew member of the Tanker Ship, escort them to the vessel and inform the Deck Officer of the circumstances. Inform the Gate ST all is correct.
- If they have no identification, ask them to accompany you to the entry gate. If necessary, ask for assistance from the MWPA security service 08 9964 0569 or 0448 939 008.
- Immediately report the incident to WS (0437 413 734).

Specific additional guidance for each of STs and WAs to follow in the event of unauthorised access is listed here:

STs

On being informed of an unauthorised person inside the Exclusion Zone, carry out the following:

- Inform the MWPA Security there is an unauthorised person inside the Exclusion Zone (call 08 9964 0569 or 0448 939 008).
- Inform the WA there is an unauthorised person inside the Exclusion Zone.
- Be prepared to assist the Mobile ST in the stopping and escorting of the unauthorised person.
- Close the entry gate.

WAs

On being informed of an unauthorised person inside the Exclusion Zone, carry out the following:

- Inform the vessel there is an unauthorised person inside the Exclusion Zone.
- Be prepared to request a shutdown of the pumping system on the Tanker Ship.
- Be prepared to close all valves.
- Be prepared to evacuate the area.

Personnel Falling into the Water

- In the event of a person falling into the water, action is to be taken immediately in accordance with MWPA Wharfside Man Overboard Procedure.
- Keep person in line of site.
- The closest life ring to the position that the person fell into the water is to be thrown into the water as close to the Man Overboard (MOB) as practical. Striking the person with the life ring is to be avoided.
- A call to the Port Emergency Number 08 9964 0510 or 0437 413 734 is to be made by the ST.

- The Main Gate Security Gate House is to be informed of the situation on 08 9964 0569 / 0448 939 008
- A decision is to be made as to whether a vessel rescue is required or if the person can be assisted from the water by rope and ladder.

Parted Mooring Lines

WA or ST is to immediately report all incidents of parted mooring lines to WS by phone on 08 9964 0510 or 0437 413 734.

Actions by Tanker Ship During Emergency

Notwithstanding the preceding, in the event of an emergency the following actions are required by the Tanker Ship.

Actions by Ship in the Event of Emergency on Tanker Ship

- Cease all cargo / ballast operations and close all valves
- Raise the alarm by contact to:
 - SO; and
 - Port Emergency Number +61 8 9964 0510 or +61 437 413 734.
- In case of fire, act as first responders by:
 - Implementing ship emergency plan; and
 - Standing by to disconnect fuel hoses.

Actions by Ship in the event of Emergency on Berth

- Raise the alarm.
- Stand by, and when instructed:
 - Cease all cargo/ballast operations and close all valves;
 - Disconnect hoses; and
 - Bring engines and crew to standby, ready to unberth.

Accidents, Incidents or Near Misses

- If an accident, incident or near miss occurs, the Port Emergency Number on 0448 939 008 (Security Guard) or 0437 413 734 (Duty Wharf Supervisor)
- Administer first aid if trained.
- If an ambulance is required, it is to be called using '000' and advised to respond to the MWPA Security Gate House #1 on Ian Bogle Rd with a cross street of Reg Clarke Rd.
- One of the ST is to meet the ambulance at the main entrance to direct them to the location of the injured persons.

Incident Recording and Reporting

- All incidents, hazards or near misses must be immediately reported to WS by SO and recorded.
- Within 24 hours a copy of the incident record is to be provided to WS by SO for entry into the MWPA incident log register.
- Within seven days an incident investigation report is to be provided to the MWPA Safety Team by SO.

Attachment 6 – Recommended Additional Competencies

All Functional Roles

- Recommended Two yearly Man Overboard training.

Sentry

- Certificate II in Security.

Wharf Attendant

- As per ATOMs competency requirements.

ESO

Certificate III in Public Safety (Fire Fighting Operations) – Core Competencies:

- PUAEQU001B – Prepare, maintain and test response equipment
- PUAFIR203B – Respond to urban fire
- PUAFIR207B – Operate breathing apparatus open circuit
- PUAFIR320 – Render hazardous materials incidents safe
- HLTF211A – Provide basic emergency life support
- PUAFIR215 – Prevent injury
- PUASAR022A – Participate in a rescue operation
- PUAOPE013A – Operate communications systems and equipment
- PUATEA001B – Work in a team

Plus, Firefighting Service Provider Specific training:

- On Scene Commander
- Hi Volume Petro Chemical Response Unit
- Water Foam Trailers operation
- Fire Pump Trailer operation
- Hi Volume hose layouts
- Rapid Intervention Vehicle (RIV)

Attachment 7 – Hazardous Area Classification Drawings

Drawing Number	Description	Revision
P100184-4000-EL-REP-0001	Berth 5 and Berth 6 Hazardous Area Classification Report	Rev 00
P100184-4000-EL-DRG-0505_1	Berth 5 and 6 Hazardous Area Classification Key Plan	Rev 01
P100184-4000-EL-DRG-0502_1	Berth 6 Hazardous Area Classification Plan	Rev 01
P100184-4000-EL-DRG-0503_1	Berth 6 Hazardous Area Classification Section and Elevation	Rev 01

Source – AURECON Report ‘Geraldton Port Authority Berth 6 & 5 – Hazardous Area Classification Report.
Ref:239419 Rev 1, Oct 2017’

Attachment 8 – Electrical Switching

Provided here is information about the power circuits on the Tanker Berth and guidance as to the requirements for the switching and isolation during normal Tanker Ship Operations and during emergency situations. For the avoidance of doubt, both the wharf structure and fuel pipeline cathodic protection systems are passive anode operation style – there is no impressed current cathodic protection to be isolated.

All electrical isolations should be carried out by solely certified electrician.

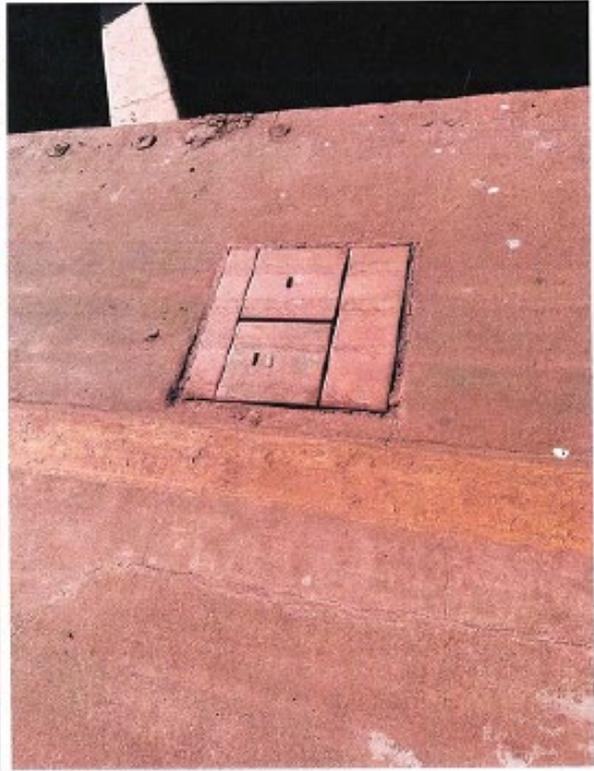
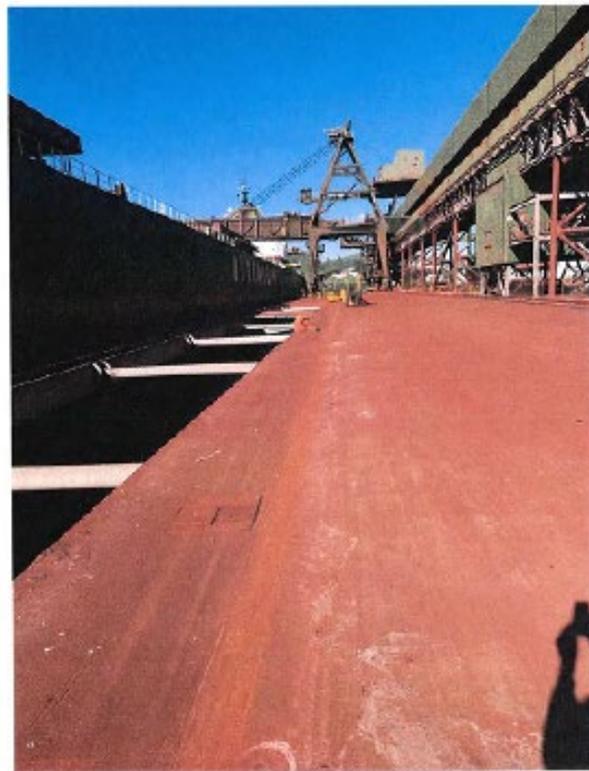
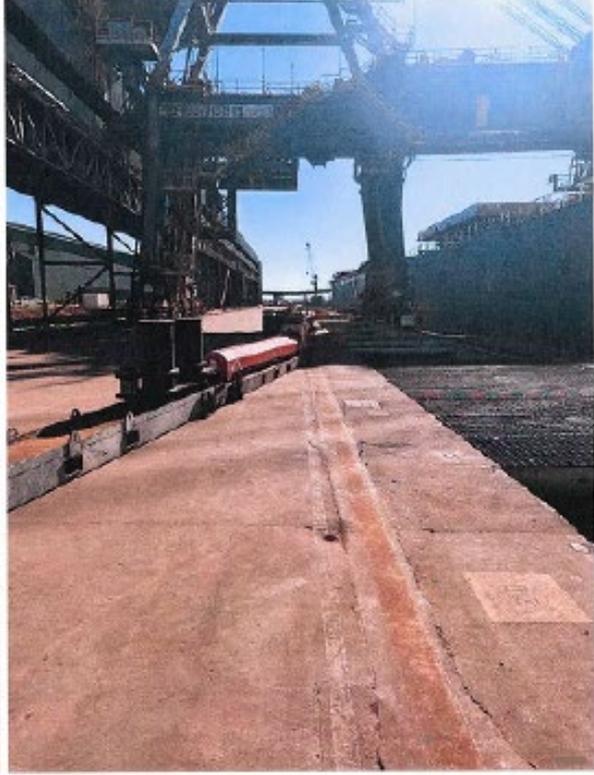
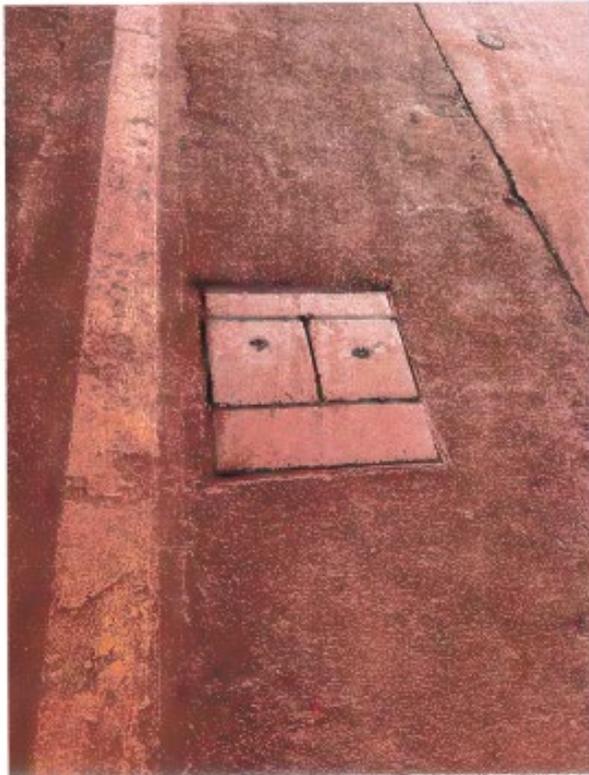
Low Voltage Single Line Diagram

Table A8

Circuit		Isolation Requirements			
Item	Comment	To be isolated prior to Tanker Operations	To be isolated for Minor Spill	To be isolated for Major Spill	Only to be isolated at direction of IMTL
Berth 6 Power					
1.	GPO outlets at the wharf edge	X			
2.	EX rated outlet for test light		X	X	
3.	Light Tower 1				X
4.	Light Tower 2				X
5.	Light Tower 3				X
6.	Light Tower 4				X
7.	Fuel Pumps			X	
8.	Minor Fuel Spill Isolator	B6 DB5-1-1	X		
9.	Berth Operators Fuel Test Room + Watch Keepers Sign in/Control Point hut	Supplied from Berth 5 and via Light Tower 1 (not from the 'Fuel Spill Electrical Distribution Board')	Not Applicable		
10.	Call point + high volume wailer alarm + warbler alarm	Powered from Berth Operators Fuel Test Room. Note: • The dial out has battery backup.	Not Applicable		

Circuit		Isolation Requirements			
Item	Comment	To be isolated prior to Tanker Operations	To be isolated for Minor Spill	To be isolated for Major Spill	Only to be isolated at direction of IMTL
	<ul style="list-style-type: none"> The warbler is carried by UPS 				
11.	Berth 5 – Ship Loader	To be isolated when discharge operations at Berth 5	Electrical isolation of ship loader travel to be carried out Karara Mining Ltd to be informed no Hot Work in conveyor system No hot work permitted on MWPA conveyor system – Permits coordinator to be informed		
12.	RWB 4 32A Outlet North	DB5-1-3 Berth 5 amenities	X		
13.	RWB 8 32A Outlet Middle	DB5-1-3 Berth 5 amenities	X		
14.	RWB 8 32A Outlet South	DB5-1-3 Berth 5 amenities	X		
15.	R 15 15A Outlet North	DB5-1-3 Berth 5 amenities	X		
16.	R 15 15A Outlet Middle	DB5-1-3 Berth 5 amenities	X		
17.	R 15 15A Outlet South	DB5-1-3 Berth 5 amenities	X		
18.	SL05 Long Travel Group 1	SL05 MCC	X		
19.	SL05 Long Travel Group 2	SL05 MCC	X		

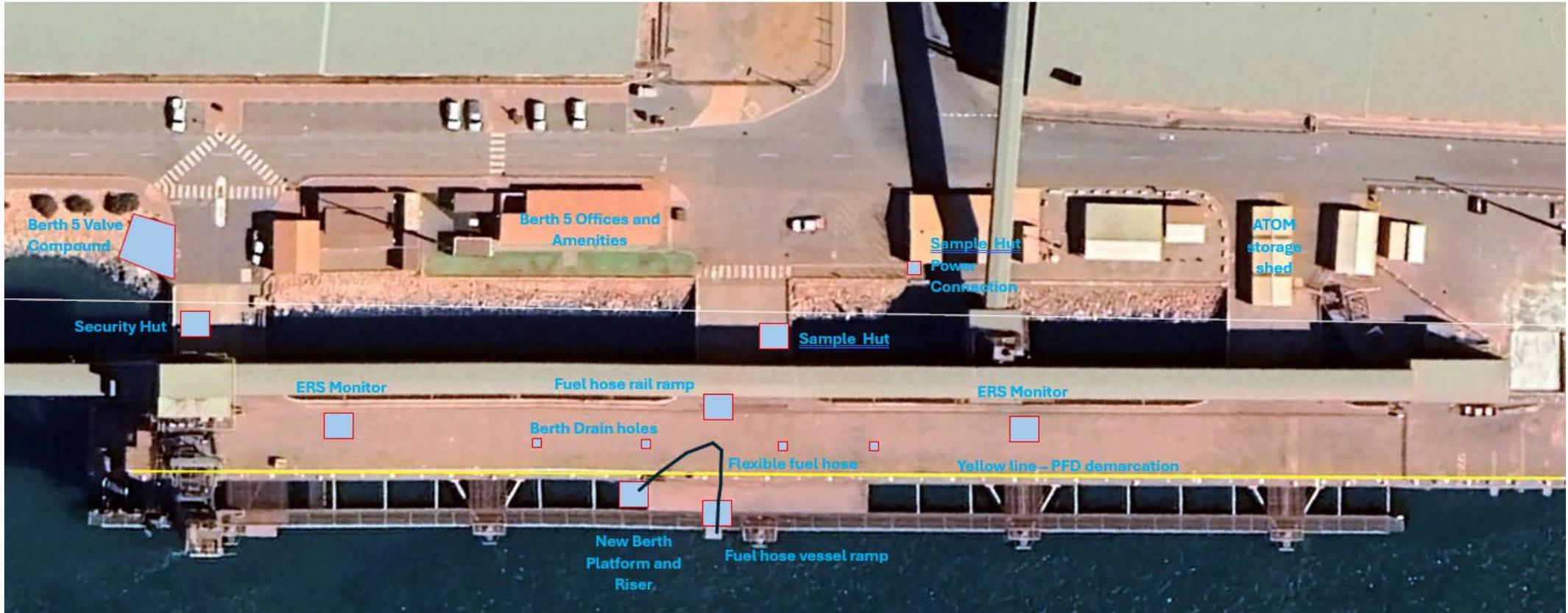
Attachment 9 - Power Point Outlet Berth 5



Location of Power Point Outlet Berth 5



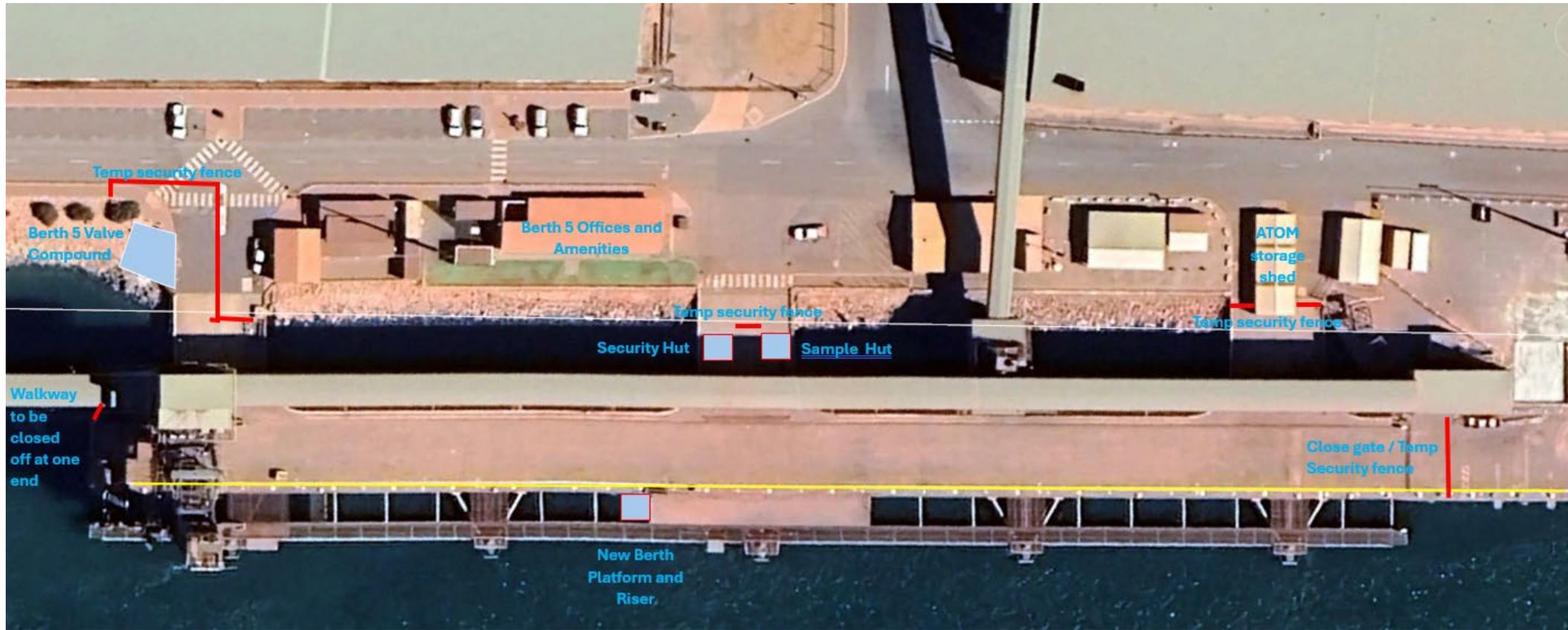
Attachment 10 - Berth 5 Fuel Discharge Site Plans



Temporary Site Security



Temporary Site Security – Option 1



Temporary Site Security – Option 2

